

BIKE RACK, BENCH OR OTHER STREET FURNITURE

I want to: Install a bike rack, bench or other street furniture in public space next to my property.

Do I need a permit? Yes, any use of the public right-of-way, which is defined as the space outside the private property line, requires permission from the District Department of Transportation.

Where do I go to get this permit? 941 North Capitol Street, Suite 2300.

What do I need to bring with me when I apply for this permit?

Checklist

- | | |
|---|-------|
| 1. A completed Public Space Application | _____ |
| 2. Fifteen (15) copies (Thirteen (13) copies if you have stamped streetscape approved plans) of the site plan, drawn to scale, indicating: | |
| a. Configuration of the fixture. | _____ |
| b. Dimension from curb to property line. | _____ |
| c. Dimension from curb to the fixture. | _____ |
| d. Dimension from the fixture to the nearest street intersection. | _____ |
| e. Distance between the fixtures (if more than one). | _____ |
| f. Elevation views of the fixture, conforming to DDOT standards | |
| <i>For information on District standards for bike racks, please visit this link:</i> | |
| http://www.ddot.dc.gov/ddot/frames.asp?doc=/ddot/lib/ddot/information/bicycle/bike_park_112602.pdf&open= 32399 | _____ |
| 3. Three (3) 8 x 10 photographs showing front view and views from the right and left of the space proposed for the fixture. | _____ |
| 4. If applicable, Fine Arts Commission and/or Historic Preservation Review Board approval must be obtained before applications will be accepted for a permit. | _____ |
| 5. Please bring one (1) copy of the site plan and completed application to a Public Space Technician in Suite 2300 for review before submitting the full package of fifteen (15) site plans. | _____ |

How much will the permit cost? The costs of permits vary by use but are generally \$19. The permit will be issued for the duration (life) of the fixture. Checks or money orders should be made payable to “**DC Treasurer.**” Discover, MasterCard and Visa accepted.

How long will the permit application process take? The Public Space Committee must approve all bike rack and street furniture permit applications. The average timeframe is 45 to 90 days.

What if I need more information? Call the Public Space Permit office, 202-442-4670, for more information.